

requirements applicable to all employers employing covered employees, including the general requirements relating to the posting of notices, the preservation and location of records and similar general provisions. Subpart A also contains the requirements relating to the records which must be kept for exempt executive, administrative, and professional employees and outside salesmen. Subpart B deals with information and data which must be kept with respect to employees who are subject to other exemptions and provisions of the Act.

§ 779.513 Order and form of records.

No particular order or form of records is prescribed by the regulations. However, the records which the employer keeps must contain the information and data required by the specific sections of the regulations which are applicable. In addition, where the employer claims an exemption from the minimum wage or overtime or other requirements of the Act, he should also maintain those records which serve to support his claim for exemption, such as records of sales, purchases, and receipts.

§ 779.514 Period for preserving records.

Basic records, such as payroll records, certificates issued or required under the Act, and employment agreements and other basic records must be preserved for at least 3 years. Supplementary records such as time and earnings cards or sheets, wage rate tables, work time schedules, or order, shipping and billing records, and similar records need be preserved for only 2 years.

§ 779.515 Regulations should be consulted.

This discussion in subpart F of this part is intended only to indicate the general requirements of the record-keeping regulations. Each employer subject to any provision of the Act should consult the regulations to determine what records he must maintain and the period for which they must be preserved.

PART 780—EXEMPTIONS APPLICABLE TO AGRICULTURE, PROCESSING OF AGRICULTURAL COMMODITIES, AND RELATED SUBJECTS UNDER THE FAIR LABOR STANDARDS ACT

Subpart A—Introductory

Sec.

- 780.0 Purpose of interpretative bulletins in this part.
- 780.1 General scope of the Act.
- 780.2 Exemptions from Act's requirements.
- 780.3 Exemptions discussed in this part.
- 780.4 Matters not discussed in this part.
- 780.5 Significance of official interpretations.
- 780.6 Basic support for interpretations.
- 780.7 Reliance on interpretations.
- 780.8 Interpretations made, continued, and superseded by this part.
- 780.9 Related exemptions are interpreted together.
- 780.10 Workweek standard in applying exemptions.
- 780.11 Exempt and nonexempt work during the same workweek.
- 780.12 Work exempt under another section of the Act.

Subpart B—General Scope of Agriculture

INTRODUCTORY

- 780.100 Scope and significance of interpretative bulletin.
- 780.101 Matters discussed in this subpart.
- 780.102 Pay requirements for agricultural employees.
- 780.103 "Agriculture" as defined by the Act.
- 780.104 How modern specialization affects the scope of agriculture.
- 780.105 "Primary" and "secondary" agriculture under section 3(f).

EXEMPTION FOR "PRIMARY" AGRICULTURE
GENERALLY

- 780.106 Employment in "primary" agriculture is farming regardless of why or where work is performed.

FARMING IN ALL ITS BRANCHES

- 780.107 Scope of the statutory term.
- 780.108 Listed activities.
- 780.109 Determination of whether unlisted activities are "farming."

CULTIVATION AND TILLAGE OF THE SOIL

- 780.110 Operations included in "cultivation and tillage of the soil."

DAIRYING

- 780.111 "Dairying" as a farming operation.